

**UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF TEXAS**

SUMMONS IN A CIVIL CASE

V.

CASE NUMBER:

To:

YOU ARE HEREBY SUMMONED and required to serve upon PLAINTIFF'S
ATTORNEY (name and address)

an answer to the complaint which is herewith served upon you, within_____days
after service of this summons upon you, exclusive of the day of service. If you fail to do
so, judgment by default will be taken against you for the relief demanded in the
complaint. You must also file your answer with the Clerk of this Court with a
reasonable period of time after service.

DAVID J. MALAND, CLERK

BY: _____
Deputy Clerk

DATE: _____

CASE NUMBER:

DEFENDANT:

RETURN OF SERVICE

Service was made by me : _____ Date _____

Name of Server _____ Title _____

Check one box below to indicate appropriate method of service

G Served personally upon the defendant at: _____

G Left summons at the defendant's dwelling house or usual place of abode with a person of suitable age and discretion then residing therein and mailed a copy of the summons to the defendant's last known address. Name of person with whom the summons was left:

G Returned unexecuted: _____

STATEMENT OF SERVICE FEES

Travel _____ Services _____ Total _____

I declare under penalty of perjury under the laws of the United States of America that the foregoing information contained in the Return of Service is true and correct.

Returned on _____
Date

Signature of Server

Address of Server